

Downtown Atlanta Dentistry

International Tower, Suite 206, 229 Peachtree St., NE, • Atlanta, GA 30303 • (404) 522-7913

Financial Policy and Agreement

Welcome to our office! Our goal is to help remove financial barriers so our patients can receive the dental treatment they need and desire. Your clear understanding of our Financial Policy is important to our professional relationship. Please ask if you have any questions about our fees, Financial Policy, or your responsibility.

Insurance: Our office is committed to helping patients maximize their benefits. Insurance policies vary greatly. Therefore, owing to the complexity of insurance contracts, we can only estimate in good faith, not guarantee coverage. Your estimated patient portion must be paid at the time service is delivered. As a service to our patients, we will bill your insurance company for services, and allow 45 days for them to render payment. After 60 days, you are responsible for the entire balance and it will be due in full. If you have any questions, our courteous staff is always available to answer them.

You will be informed of the treatment planned and associated fees. Patients are responsible for charges for dental services and materials not paid by their dental benefit plan, unless prohibited by law or the treating dentist or dental practice has a contractual agreement with the plan prohibiting all or a portion of such charges. To the extent permitted by law, patient consents to the use and disclosure of protected health information to carry out payment activities in connection with filing of the dental insurance claim(s). By signing below you are authorizing direct payment of dental benefits otherwise payable to me, directly to the Downtown Atlanta Dentistry and its authorized dentists.

Payment Options: Patients are asked to pay for services as they are provided. We accept cash, checks, debit and most major credit cards (MasterCard, Visa, Discover, and American Express). We also offer flexible financing options because we understand that monthly payments can help patients fit the costs of dental treatment into their budgets.

CareCredit® Financing: We offer financing through CareCredit® for those who qualify. With CareCredit, you can finance 100% of your dental treatment and there are no upfront costs, no annual fees, and no pre-payment penalties. CareCredit offers a full range of payment plans, so you can find one that works wells for you. CareCredit also allows for revolving payments with a variable interest rate and up to 12 months of 0% interest. It can be used by the whole family for ongoing treatment without having to reapply, too.

Missed Appointments: We schedule one patient per appointment, because you deserve exclusive, personal time with our doctors and staff. We strive to run on time so you won't be kept waiting, and we ask you to arrive for your appointments on time as well. We understand that you are busy, and your time is valuable to us! We pride ourselves on keeping to our schedule and only deviate from it in the event of dental emergencies.

Please call at least two business days in advance for changed appointments. Missed appointments without this notification, or repeated cancellations, may incur cancellation fees. We want to work with you to schedule convenient appointments for your visits to our office.

Service Charges: The policy of this office is to charge 1% monthly interest (12% annual percentage rate) or a billing charge that will be applied to all accounts over 90 days past due. We will charge \$35 for returned checks.

Collection Fees: Fees incurred to collect payment will be billed to and payable by the patient's account holder.

Financial Consent: The patient (account holder) agrees to be fully responsible for total payment of treatment performed in this office.

I understand and agree to this Financial Policy and Agreement

Signature of patient/responsible party

Date